



COUNTY OF LOUDOUN DEPARTMENT OF FAMILY SERVICES



Buyer's Guide to Viewing ADUs on the Resale Website

- Click on this website: <http://www.loudoun.gov/index.aspx?nid=1813>
- Then click on ADU Resales
- Input your last name and the last four (4) digits of your social security number.
- Click "Submit"

You will be asked to update your contact information. If there are any updates, please enter:

- Address
- Phone number
- Best time to contact
- Email address
- Click "Update My Contact Info"

If you are interested in reviewing the current listings, click on the "Listings" link on the bottom right of the page. This will bring up the current listings. You may read the listings, and if there are any listings that appeal to you, check the box at the bottom of the listing. There will add your name to a waitlist based solely on the date and time you checked the box. Your name will be forwarded to the seller via e-mail along with your contact information. The seller should be in contact with you soon.

If it is still available, the seller will contact you to provide you with information about the property and schedule you for a viewing. The seller will contact you based upon the date and time your interest was registered on the waitlist.

It is the seller's responsibility to initiate the writing and signing of a sales contract for the property. Contracts should be accepted on a first-come-first-served basis. As part of the contract, signing, the seller will collect and Earnest Money Deposit. The check should be made out to the settlement company.

This type of sale is considered a "For Sale by Owner" transaction and the property will be available "as is". The County does not inspect the property. You may want to consider having a home inspector inspect the property. You, as the prospective purchaser, would have to pay for the home inspection.

Once the contract is signed, and copy has been provided to the County, the listing for that property will be marked "Under Contract". The Settlement Date will be indicated on the Sales Contract.

Once you sign a sales contract, you will not have further access to the Resale Website.